



**CSL Comalapa, El Salvador
Base Operations Support
(BOS) Facilities Support Contract
Pre-Proposal Conference and Site Visit
Kickoff Briefing**

**RFP N69450-16-R-2108
14 June 2016**

Agenda



- ☐ **Welcome and Introductions**
- ☐ **Overview of the Contract**
- ☐ **BOS Services Proposal Requirements**
- ☐ **Solicitation Documents**
- ☐ **PWS General Information**
- ☐ **BOS Services PWS Structure**
- ☐ **Lessons Learned**
- ☐ **Submission of RFP/Site Visit Questions and Answers**
- ☐ **Site Visit Schedule**

Overview of the Contract



General Description:

The outcomes to be achieved are Base Operations Support (BOS) Services at Cooperative Security Location (CSL) Comalapa Air Base, El Salvador. This BOS services include all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide Integrated Solid Waste Management, IT Support and Management, Airfield Facilities, Facility Investment, Custodial, Pest Control, Grounds Maintenance and Landscaping, Force Protection, and Base Support Vehicles and Equipment services. The outcomes for this acquisition are consistent with the Federal Acquisition Regulation (FAR) 37.101 definitions for service contracts.

Proposal Requirements

- ☐ **Volume I - Responsibility Determination Binder**
- ☐ **Volume II - Price Proposal**
- ☐ **Volume III - Technical Proposal**
 - ☐ Factor 1 - Corporate Experience
 - ☐ Factor 2 - Management and
 - ☐ Factor 3 - Technical Approach
 - ☐ Factor 4 - Safety
 - ☐ Factor 5 - Past Performance
- ☐ **Basis for Award: Best Value - Tradeoff**
- ☐ **Facility Service Indefinite Delivery Indefinite Quantity Type Contract**
 - ☐ Comprised of both Recurring Work and Non-Recurring Work Items.
- ☐ **Period of Performance: Base period of one year (twelve months) and four one-year option periods, not to exceed a total of 5 years (60 months).**
 - ☐ FAR 52.217-8 Option (up to 6 months, if necessary)

Solicitation Documents



- ❑ **Solicitation, Attachments, and Amendments**
 - ❑ Posted on the Navy Electronic Commerce Online and Federal Business Opportunities websites at:
 - ❑ <https://www.neco.navy.mil/>
 - ❑ <https://www.fbo.gov/>
 - ❑ Vendors are encouraged to register on both sites to receive automatic updates regarding the solicitation.

PWS General Information



- ❑ Supports PBSC (Performance Based Service Contracting)
- ❑ Uses Navy-wide templates
- ❑ Standard structure
 - ❑ Tabular format
 - ❑ 1 standard functional annex
 - ❑ Annex 1 – Contains information relevant to the entire scope of the contract.
 - ❑ Annex 2 – Management and administration requirements relevant to the entire scope of the contract (including mobilization/demobilization).
 - ❑ Annexes 3 through 18 contain the technical information and requirements peculiar to that technical annex. Each of these annexes can contain 1 or more sub-annexes.

PWS General Information



□ SECTION C: Annex Content - Technical

Annexes 3 - 18

Spec Item	Standard Use	Priced
1	General Information Non-cost information unique to the understanding of the technical requirements of this specification	No
2	Management & Administration Management and administrative requirements unique to the planning, execution, management and administration of the performance requirements of this specification. This cost is spread to Spec Item 3 for Recurring Work or Spec Item 4 for 100% Non-Recurring Work.	Yes
3	Recurring Work All Recurring Work technical requirements of this specification.	Yes
4	Non-Recurring Work A pre-priced list of unplanned and unscheduled Unit Priced Task (UPT) Work (non-negotiated) and Unit Priced Labor (UPL) Work (negotiated).	Yes

PWS General Information



☐ **SECTION F: Summarization of reports**

- ☐ Contains a summary list and examples of data deliverables and reports

☐ **SECTION J: Documents, Exhibits, and Other Attachments**

- ☐ Recurring Work ELINs
- ☐ Non-Recurring Work ELINs
 - ☐ Completion times for each ELIN in accordance with Section G of the Solicitation.
 - ☐ Client ordering of pre-priced line items via task order
- ☐ Other attachments
 - ☐ Definitions and Acronyms
 - ☐ Directives, Instructions, and References
 - ☐ Inventories and Maps
 - ☐ Descriptions, Locations, and Frequencies for Scheduled Work
 - ☐ Standard numbering convention
 - ☐ Numbering example: "J-0200000-07"

CSL BOS Services PWS Structure



- ☐ **Annex 1 (0100000) - General Information**
- ☐ **Annex 2 (0200000) - Management and Administration**
- ☐ **Annex 3 Command and Staff**
 - 0304010 - IT Support & Management
- ☐ **Annex 4 Public Safety**
 - 0401000 - Force Protection
- ☐ **Annex 5 Command and Staff**
 - 0501050 - Airfield Facilities
- ☐ **Annex 15 Facilities Support**
 - 1502000 - Facility Investment
 - 1503010 - Custodial
 - 1503020 - Pest Control
 - 1503030 - Integrated Solid Waste Management (ISWM)
 - 1503050 - Grounds Maintenance and Landscaping
- ☐ **Annex 17 (1700000) Base Support Vehicles and Equipment (BSVE)**

Lessons Learned (prior to proposal submission)



- ☐ **Verify accuracy of SAM**
- ☐ **Sign and return all solicitation amendments**
- ☐ **Ask questions if you are uncertain about something**
- ☐ **Create a checklist to ensure you have addressed all requirements**
- ☐ **Do not provide company brochures**
- ☐ **Number proposal pages consecutively and stay within the page limitations provided**
- ☐ **Make sure insurance information is up-to-date for the safety factor**
- ☐ **Do not copy and paste from a prior proposal**
- ☐ **Clearly label and separate/tab each factor in your proposal**
- ☐ **Address every element within each factor**

RFP/Site Visit Questions and Answers



- ❑ **All Site Visit Questions must be submitted in writing**
 - ❑ This ensures all potential offerors receive accurate information at the same time.
 - ❑ Follow the instructions in the RFP for submission of Pre-award Inquiries and use the Government Pre-award Inquiry Form (GPIF).
 - ❑ Deadline for questions and Pre-award Inquiries is:
2:00 PM EDT, 21 June 2016.
 - ❑ Site visit questions and answers will be posted to NECO and FBO. Site visit questions resulting in a change to the solicitation will be addressed in an amendment.
 - ❑ Submit all questions in writing to nicole.pearson@navy.mil.
 - ❑ **The list of site visit attendees will be posted on NECO/FBO.**
- ** *Do not attempt to contact the Government site visit points of contact for additional information* **

Site Visit Schedule



CSL Comalapa 14 June 2016

Site Visit Itinerary		
Time	Activity	Action
0745	Meet in hotel's lobby	Charlie Smith and Nicole Pearson
0750	Load Bus	
0810	Arrive at the CSL/ Retrieve visitor badges	Duty Security Officer
0815	Welcome/Introduction/CSL overview brief - Admin Conference Room	CDR Williams, LCDR Forero, CMDCM Valdovinos and Mr. Ted Venable.
0845	Opening Statement/Kick-off <ul style="list-style-type: none"> •RFP Timelines •Information on Deliverables •Go Over Itinerary 	Charlie Smith and Nicole Pearson
0915	Commence tour: Admin building <ul style="list-style-type: none"> •Contractor Work Spaces •Level II •Dispatch •Restrooms 	LCDR Forero, MA1
0945	Maintenance Building <ul style="list-style-type: none"> •Contractor Work Spaces •Gym •Restrooms •Common Spaces 	LCDR Forero, MA1
1015	Post Office / Tiki-Hut <ul style="list-style-type: none"> •Contractor Work Spaces •Common Spaces •Restrooms 	LCDR Forero, MA1
1045	Emergency Generator, Water Tank	LCDR Forero, MA1

Site Visit Schedule



Site Visit Itinerary (con't)		
Time	Activity	Action
1100	Warehouse •Common Spaces •Contractor Work Spaces (2 nd floor) •Restrooms •Gym •Storage areas	LCDR Forero, MA1
1130	Lunch	
1230	Water Tank, Generator room (behind warehouse)	LCDR Forero, MA1
1245	Walk Ramp	LCDR Forero, MA1
1300	Vehicle Lift Building, GSE area, Lift building HAZMAT, Fuel area and Emergency generator	LCDR Forero, MA1
1330	Sonobuoy Bldg. / Vertical Axis Wind Turbine / Water Well	LCDR Forero, MA1
1400	Wastewater Treatment Plant	LCDR Forero, MA1
1430	Weapon's Range at 2 nd Brigade	LCDR Forero, MA1
1445	2 nd Brigade soccer field / Gym / Auto barrier	LCDR Forero, MA1
1500	Gardener's bldg / car wash area / parking structure	LCDR Forero, MA1
1530	Admin Conference Room for final questions	Charlie Smith and Nicole Pearson
1600	Load Bus	